



STATE OF WASHINGTON
DEPARTMENT OF LICENSING

BOARD FOR ARCHITECTS
DRAFT MEETING MINUTES
SPECIAL BOARD MEETING

DATE: November 13, 2009

TIME: 9:00 am

LOCATION: Holiday Inn Express Hotel & Suites Everett
Mariner Room
131 128th St. SW
Everett, WA 98204

BOARD MEMBERS PRESENT: Blaine Weber, Chair
Pedro Castro, Vice Chair
Jerry Lee, Member
Benson Nielsen, Member
Pamela Transue, Member
Neitha Wilkey, Member

STAFF PRESENT: Joe Vincent, Jr., Administrator
Lorin Doyle, Deputy Administrator
Erica Hansen, Administrative Assistant
Bruce Turcott, Assistant Attorney General
Jerry Anderson, Assistant Attorney General
(joined at 2 PM via conference call)

Not Present: Charles Farrell, Secretary

OPEN SESSION

1. Call to Order

1.1. Introduction of Visitors

No visitors present.

The board welcomed new member Neitha Wilkey.

1.2. Order of Agenda

Mr. Vincent introduced Bruce Turcott as the board's new advising assistant attorney general (AAG). Mr. Vincent reported as the board's former prosecuting attorney, Mr. Turcott must recuse himself from advising the board on disciplinary cases where he has served as prosecutor. Jerry Anderson, AAG will assist the board during the transition and is scheduled to join the meeting via conference call at 2 PM.

Items 3, 4 and 5 were moved to 2 PM.

1.3. Approval of Minutes, June 5, 2009 meeting

Ms. Doyle noted she was incorrectly listed as present at the June meeting. Mr. Nielsen made a MOTION to approve the minutes as corrected, Mr. Lee SECONDED the MOTION and it passed.

1.4. Review Communications

No Business

2. Hearings/Rule Adoptions/BAP Appeals/Public Presentations

CLOSED SESSION 2 PM

3. Complaint / Investigations

3.1. Files for review

- 3.1.1. 2008-09-0400-00ARC - Farrell
- 3.1.2. 2009-04-0404-00ARC - Farrell
- 3.1.3. 2009-05-0401-00ARC – Castro
- 3.1.4. 2009-05-0402-00ARC - Nielsen

4. Legal Issues and / or Deliberation

4.1. Orders to be presented

- 4.1.1. 2008-11-0405-00ARC – Castro
- 4.1.2. 2009-02-0401-00ARC – Nielsen

4.2. Request for Appeal: 2008-06-0401-00ARC

OPEN SESSION 2:51 PM

2008-06-0401-00ARC

In the Matter of the Unlicensed Practice as an Architect of:

Alexei Ford, Respondent

The board denied the Request for Appeal however they did take Mr. Ford's hardship claim into consideration and approved a mitigated fine of \$2000 of which \$1500 will be suspended upon the timely payment of \$500.

The following orders were approved by the board.

2008-11-0405-00ARC

In the Matter of the Unlicensed Practice as an Architect of:

Gisele Paris, Respondent

Order amended to assess an increased fine of \$3000 subject to double if not paid within 60 days of the date the order is issued.

2009-02-0401-00ARC

In the Matter of the Unlicensed Practice as an Architect of:

Ron Smulski, Respondent

Order approved as presented. Respondent ordered to permanently cease and desist unlicensed activity.

5. Disciplinary & Investigation Items

- 5.1. Closed session deliberation report
- 5.2. Current cases disciplinary report
- 5.3. Administratively closed cases per thresholding procedure
 - 5.3.1. 2009-09-0401-00ARC
 - 5.3.2. 2009-10-0401-00ARC
- 5.4. Disciplinary sanctions report

Items 5.1 through 5.4 were tabled due to lack of time. The board requested a conference call be scheduled before the end of the year to address the items.

Staff Assignment: Staff will schedule a conference call board meeting for disciplinary items.

6. Assistant Attorney General's Report

Mr. Turcott introduced himself as the board's new advising attorney and reported Susan Pierini has been assigned as the board's new prosecuting attorney. The board can meet her in person the next time they meet in Olympia.

7. Committee Reports

7.1. Procedures Committee

No Report

7.2. Regulations Committee

No Report

7.3. Communications Committee

The board discussed the use of social networking websites as a means of communicating with stakeholders.

The board agreed to produce a printed version of the newsletter and then shift to an electronic format.

Board assignment: board members agreed to draft the following articles and provide them to staff by December 15, 2009:

Mr. Weber: 1) Message from the Chair 2) Use of the Term Architecture
Mr. Castro: Outreach Effort
Ms. Wilkey: New Board Member Perspective
Dr. Transue: Role of the Public Member
Mr. Lee: 1) Oral Examination, 2) Mentoring

Mr. Nielsen: Responsible Control

7.4. Executive Committee

No report

8. Board Executive's Report

8.1. Financial Report

The board was provided a summary financial report as part of the meeting packet.

8.2. Board / Staff Travel

No report

8.3. Other Items

8.3.1. Legislative update

The board discussed 2009 legislation proposed by the AIA.

8.3.2. Administrative Matters

Mr. Vincent reported he has been working with Washington Association of Building Officials to both ensure building officials are notified when a disciplinary action is taken and to update the Guidelines for Washington State Building Officials (Green book).

8.3.2.1. Agenda Change Proposal

The Board reviewed and approved proposed changes to the standard agenda.

8.3.3. Statistics

Licensing statistics were provided as part of the meeting packet.

9. Old Business

9.1. New board policies

The board reviewed the final version of policy 400-4 Waiving of Oral interviews and policy 360-9 Oral Interview Exempted from 5-Year Clock.

Staff Action Item: Staff will look into updating the website so that board policies are listed in the same place as laws and rules.

Staff Action Item: Staff will add WAC reference to the 5-year clock policy.

10. New Business

10.1. National Council of Architectural Registration Boards (NCARB) Annual Meeting Report

Mr. Nielsen reported on changes in NCARB leadership.

10.1.1. Integrated Project Delivery (IPD)

Information on IPD was provided as part of the meeting packet items.

10.1.2. NCARB Policy Document – The Regulation of Architects

Item tabled until January 15, 2010.

10.2. NCARB MBE Meeting Report

Item tabled until January 15, 2010.

10.3. Law Review Proposal

Item tabled until January 15, 2010.

10.3.1. Sample Law Review Exam

Item tabled until January 15, 2010.

10.4. Committee Structure

The board engaged in a conversation surrounding their current committee structure. After careful consideration they agreed that going into the future committee work should focus more on large scale projects and smaller more immediate issues will be addressed by targeted task forces.

The board identified the following task forces:

Outreach: Mr. Castro (chair), Mr. Lee

Newsletter: Ms. Wilkey (chair), Dr. Transue, Mr. Nielsen

Board assignment: The task forces will bring goals to the next meeting.

10.5. Review of Policy on RCW 18.08.410 (5) & (6)

Item tabled until January 15, 2010.

10.6. 2010 Meeting Schedule – BRING YOUR CALENDARS!

The 2010 meetings were set as follows

- January 15, 9 AM-Tacoma Community College
- March 19, 9 AM-University of Washington
- April 16, 10 AM-Conference Call
- June 11, 9 AM-Vancouver, WA
- July 16, 10 AM-Conference Call
- September 17, 9 AM-Washington State University
- November 19, 10 AM-Conference Call

11. Other Business

11.1. Action Items from this meeting

The action items from this meeting will be added to the master list.

11.2. Review Master Action Item List

No business

11.3. Agenda Items for next Meeting

No business

11.4. Any other business

Staff Action Item: Staff will work with board to schedule a conference call board meeting for the purpose of processing unresolved disciplinary matters.

12. Adjournment 3:00 PM